FOOD SAFETY AND INSPECTION SERVICE RECOMMENDED: _ DEPUTY ADMINISTRATOR DATE OFFICE OF MANAGEMENT OFFICE OF MANAGEMENT OFFICE OF (37 - 10)MANAGEMENT APPROVED: PENDING APPROVAL **ADMINISTRATOR** DATE FOOD SAFETY AND INSPECTION SERVICE **AUTOMATED** LABOR & INTERNAL **ADMINISTRATIVE** CIVIL **FINANCIAL** BUDGET **HUMAN RESOURCES INFORMATION EMPLOYEE** PLANNING RIGHTS CONTROL SERVICES DIVISION MANAGEMENT DIVISION SYSTEMS DIVISION RELATIONS STAFF DIVISION STAFF DIVISION DIVISION DIVISION 25 12 15 05 10 35 40 DATA ADMIN. & BUDGET FORM FINANCIAL & **FINANCIAL PROCUREMENT** PAPERWORK PERFORMANCE **EMPLOYMENT** BUDGET EXECU LABOR **PROGRAM EMERGENCY** SERVICES AND **ACCOUNTING** PROCESSING PLANNING & **STANDARDS** & PROPERTY MANAGEMENT **EVALUATION &** TION & & PRESENTA-RELATIONS PLANNING. PLANNING CENTER BUDGET BR. BRANCH BRANCH SYSTEMS BR. RECOGNITION POLICY BRANCH CONTROL BR. TION BRANCH BRANCH BRANCH BRANCH ANALYSIS & **BRANCH** COMPLIANCE 12 - 0040 15 - 0025 25 - 0005 25 - 0010 05 - 0020 10 - 0015 12 - 0020 15 - 0020 10 - 0010 05 - 0003 BRANCH 30 - 0005 35 - 0005 40 - 0005 **CLASSIFICATION &** ORG. & EMPLOYEE **FISCAL FINANCIAL** INFO. MGM'T **PROGRAM ACQUISITION RECORDS** REVIEWS & ANALYSIS BR. RESOURCES APPLICATION APPLICATION AGREEMENTS MANAGEMENT COMPENSATION DEVELOPMENT **SERVICES** SYSTEMS BR. SECTION **EMPLOYEE** COMPLAINTS BRANCH BRANCH **BRANCH** MGM'T. SYSTEMS BR. SECTION SECTION RELATIONS MGM'T 10 - 0035 12 - 0025 15 - 0030 15 - 0035 25 - 0005 - 05 25 - 0010 - 05 05 - 0012 05 - 0055 BRANCH BRANCH 12 - 0040 - 05 **REAL PROPERTY &** BENEFITS & FIELD USER FORMS AND 30 - 0010 35 - 0010 SERVICES FACILITIES MGM' REPORTS CLASSIFICATION & FIELD EMPLOYMENT SECTION SERVICES BRANCH COMPENSATION BRANCH SECTION SYSTEMS SYSTEMS BRANCH **DESIGN** SUPPORT 15 - 0040 25 - 0005 - 10 25 - 0010 - 10 05 - 0035 05 - 0045 MGT. UNIT UNIT COMPUTER PERSONAL PROP. **DIRECTIVES** CLASSIFICATION. 12 - 0040 12 - 0040 **STAFFING** SYSTEMS MOTOR SECTION PERFORMANCE & 05 - 0005 05 - 0010 SECTION MGM'T & VECHICLES, & RECOGNITION OPERATIONS SUPPLY SECTION SECTION 25 - 0010 - 15 05 - 0035 - 05 **OPERATIONS** SECTION 05 - 0045 - 05 SECTION 25 - 0005 - 15 15 - 0040 - 05 PRINTING & **RECRUITMENT &** BENEFITS & WORKERS COM-DISTRIBUTION EXAMINING 12 - 0040 - 10 MICRO-SECTION SECTION PENSATION SEC. COMPUTER 05 - 0035 - 10 25 - 0010 - 20 **SUPPORT** 05 - 0045 - 10 SECTION INTERNAL DATA FINAN-**ENVIRONMENTAL PLACEMENT** SERVICES CIAL HEALTH AND 15 - 0040 - 10 SECTION UNIT DATA SAFETY BRANCH UNIT 05 - 0035 - 15 25 - 0020

The function of the Office of Management is to provide administrative services in the areas of budget and finance, personnel management, administrative services, employee and organizational development, automated information systems, labor management relations, civil rights, planning, emergency response preparedness, and internal controls to meet the needs of the agency.

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12 - 0040